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Approved For Release 2005/11/21 : CIA-RDP70-00211R000700010007-5

PLAN FOR THE RELOCATION OF THE HEADQUARTERS  
OF THE CENTRAL INTELLIGENCE AGENCY IN TIME OF EMERGENCY

The Relocation Force

For the purpose of carrying out the mission of this Agency under circumstances where threatened or actual enemy attack necessitates relocation of the headquarters, all headquarters personnel will be constituted now into three echelons as follows:

- a. The Initial Emergency Relocation Force, consisting of an aggregate total [ ] members selected and designated by the heads of the major components from among the personnel assigned to their respective organizational elements and within the limitations of their respective quotas of the total.
- b. The OCDM Interim Plan Cadre, consisting of [ ] designated to report to the Classified Location of the Office of Civil and Defense Mobilization in time of emergency.
- c. The Reinforcement Group, consisting of all other persons assigned to the headquarters staff.

The Initial Emergency Relocation Force will be so constituted that it can carry on immediately the mission of this Agency at headquarters level in time of emergency. For this purpose, it should be assumed that it will have to function for an indeterminate period, possibly in excess of 30 days, without augmentation by the members of the Reinforcement Group. The selection and designation of the members of the Initial Emergency Relocation Force will be accomplished as a command responsibility by the heads of the

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major components, who will notify the CIA Emergency Planning Officer of such designations and of subsequent removals and replacements. The CIA Emergency Planning Officer will keep current the roster of the Initial Emergency Relocation Force at all times, based on the notifications thus received, and will furnish to the heads of the major components for issuance to their respective quotas all necessary emergency credentials and materials for instruction and indoctrination of the members. The term "heads of major components" as used hereinabove will be construed to include all subordinate officials to whom the heads of major components might delegate the responsibilities and authority herein contemplated.

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DDP.*

The members of the OCDM Interim Plan Cadre will be designated by direction of the Director of Central Intelligence. Special Identification and admittance credentials prepared by the Office of Civil and Defense Mobilization and instructions concerning the operating procedures which will be in force at its Classified Location will be obtained by the CIA Emergency Planning Officer and issued to the members of the cadre.

All members of the headquarters staff not specifically assigned to the Initial Emergency Relocation Force or to the OCDM Interim Plan Cadre will constitute the Reinforcement Group.

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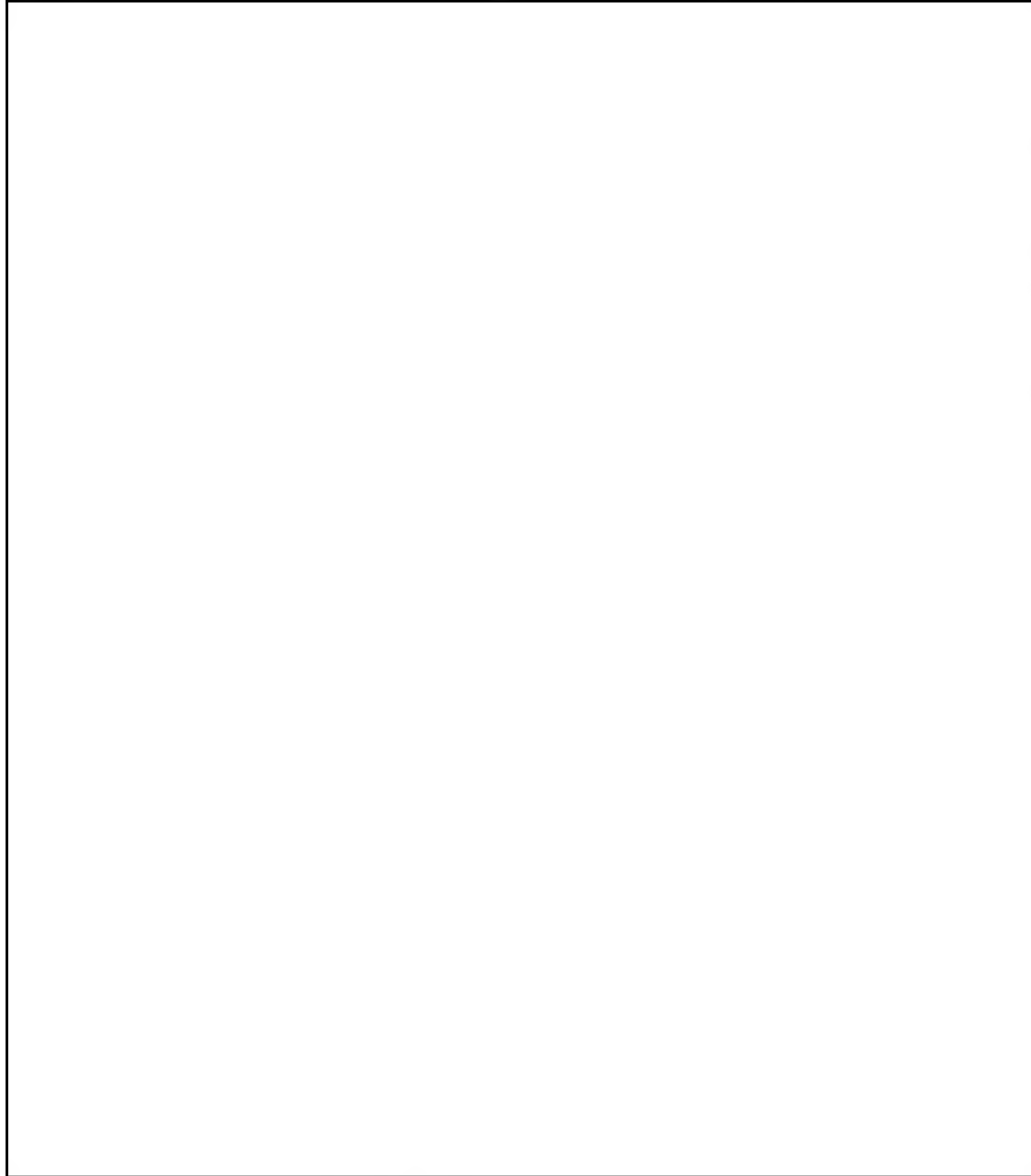
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The Relocation Sites

Listed below are the relocation sites to which the three categories of members of the headquarters staff described above will report should circumstances require the invoking of emergency relocation plans:

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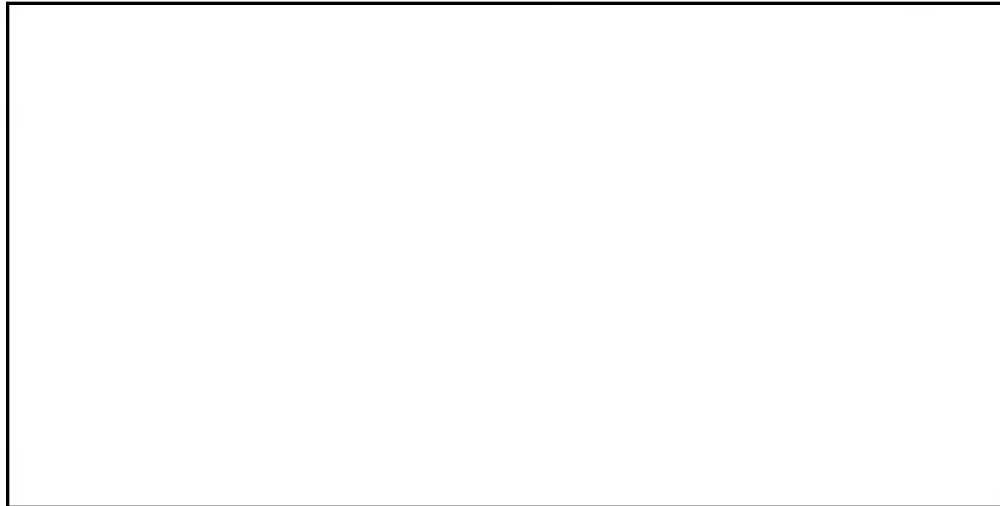


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Movement to the Sites

Headquarters personnel will move to their specified relocation sites only as directed in the Agency instructions published and issued to them as mentioned above. The CIA Emergency Planning Officer will be responsible for the preparation and advance issuance of such instructions through the media set forth above by appropriate directives, regulations, and notices issued from time to time as required by circumstances and by policy prescribed by higher authority. All movements required to carry out relocation plans must be consistent with published instructions governing movements of personnel and evacuation of the Washington metropolitan area as set forth currently in the "Guide for Civil Defense Action in the Washington Warning Area," promulgated to the public on 17 November 1959 by the Director of the Office of Civil and Defense Mobilization, the Board of Commissioners of the District of Columbia, the Governor of the State of Maryland, and

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the Governor of the Commonwealth of Virginia. Any future amendments to or revisions of the plan contained in that document will require reexamination, by the CIA Emergency Planning Officer, of standing instructions published by this Agency on the subject, and, where required, appropriate revisions of such standing instructions.

All movements required will be accomplished by private vehicles. The heads of the major components will designate within their respective organizational elements officials who will work out detailed plans and arrangements for the sharing of vehicles by members of their respective elements, whether the movement takes place during duty or non-duty hours.

Dependents

Although the Government in general and this Agency in particular has a feeling of personal and official concern for the welfare and safety of the members of its employees' families in time of emergency, nevertheless, the basic responsibility for planning and achieving a satisfactory state of preparedness in this regard rests with the head of the family himself, aided by guidance and assistance provided by civil defense authorities as set forth in the "Guide for Civil Defense Action in the Washington Warning Area," cited above, a copy of which has been distributed to every member of the headquarters of this Agency. In addition, appropriate instructions on this subject are contained in an Agency Regulation on the subject, wherein procedures for reuniting of families and temporary expedients are outlined.

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Rescissions

The following directives are supplanted by the provisions of this plan and they are, accordingly, hereby rescinded:

- a. Memorandum for DD/P, DD/I, DD/S, from the Director of Central Intelligence, dated 20 January 1956, subject:  
"Instructions for Assembling of Emergency Force."
- b. Agency Notice  dated 17 August 1955, subject:  
"Agency Emergency Plan - Instructions to be Followed under Circumstances of Emergency."